

Call _{for} Presentations



Increasing Missouri Business

Advancing Workers, Business & Economic Growth

October 8-10, 2003

Tan-Tar-A

Osage Beach, MO

Bid Request



Conference At A Glance

Tentative

Wednesday, October 8, 2003

8:00 a.m. - 5:00 p.m.	Conference Registration
1:30 p.m. - 3:00 p.m.	Welcome/Opening Keynote Address Awards Ceremony Keynote Speaker: <i>Bob Holden, Governor</i>
3:15 p.m. - 4:30 p.m.	Concurrent Workshop Sessions

Thursday, October 9, 2003

7:30 a.m. - 4:30 p.m.	Conference Registration
7:30 a.m. - 12 noon	Exhibit Hall Open
7:30 a.m. - 8:30 a.m.	Continental Breakfast
9:00 a.m. - 10:00 a.m.	General Session
10:00 a.m. - 10:30 a.m.	Refreshment Break/Visit Exhibits
10:30 a.m. - 11:45 a.m.	<i>Super Sessions</i>
12 noon - 1:15 p.m.	Lunch
1:15 p.m. - 5:30 p.m.	Exhibit Hall Open
1:30 p.m. - 2:30 p.m.	Concurrent Workshop Sessions
2:30 p.m. - 3:00 p.m.	Refreshment Break/Visit Exhibits
3:00 p.m. - 4:00 p.m.	Awards Ceremony
4:30 p.m. - 5:30 p.m.	Networking Reception

Friday, October 10, 2003

7:30 a.m. - 9:00 a.m.	Conference Registration
7:30 a.m. - 8:30 a.m.	Continental Breakfast
8:30 a.m. - 9:30 a.m.	Concurrent Workshop Sessions
9:45 a.m. - 10:45 a.m.	Concurrent Workshop Sessions
11:00 a.m. - 12 noon	Closing General Session

The State of Missouri reserves the right to use any presentation proposal as a complete response to a request for bid from presenters.

About the Conference

The Missouri Division of Workforce Development is seeking presentation proposals/bid requests for the *21st Annual Governor's Conference on Workforce Development* to be held October 8-10, 2003, at Tan-Tar-A Resort, Osage Beach, Missouri. Take this opportunity to share your expertise and knowledge with your peers. Opportunities to become a presenter exist in several areas of the program.

The three-day program incorporates learning workshops, plenary speakers, recognition of excellence and much more. Over 800 employment and training professionals, career specialists and employers traditionally attend this premier event.

This year's conference theme is: *Increasing Missouri Business – Advancing Workers, Business & Economic Growth.*

Who Attends the Conference?

- Business and Industry Leaders
- Chamber of Commerce Executives
- State and Local Economic or Community Development Organizations and Agencies
- State and Local Educational Agencies and Institutions
- Elected Officials at the State and Local Level
- Units of State and Local Government
- Labor Organizations and Agencies
- Workforce Development Organizations and Agencies
- Community-Based Organizations and Agencies
- Social Services Organizations and Agencies
- Workforce Development System Program Participants

Presentation Categories

We are seeking proposals that address specific subjects under the following focus areas (not all inclusive):

Employment & Staff Training Issues

- Case Management
- Job Development
- Job Matching
- Parents' Fair Share
- Professional Growth
- Workforce Investment Act Reauthorization
- Performance Measures
- Dealing with Change
- Enhancing Outcomes
- Incumbent Worker Training
- Resource Mapping
- Service Integration
- Temporary Assistance for Needy Families
- Decreasing Turn-Around Time in Assisting Job Seekers and Employers
- Working with Non-English Speaking Customers
- Alliances with Temporary Agencies

Workforce Investment Board Issues

- Apprenticeship Programs – How Local Partners Can Get Involved
- Best Practices of Successful Local Boards
- Business and Education Partnerships
- Training Curriculum
- Common Measures
- Youth Programs

Business & Economic Issues

- Working with Faith-Based Organizations
- The Growing Competition
- Job Orders and Job Seekers
- Meeting Employers' Needs
- Best Practices of Local Partnerships
- Increasing the Employer Base
- Employer Training with an emphasis on Workforce Investment Act/Temporary Assistance for Needy Families
- Fitting into the Business Philosophy
- Industry Cluster Development

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Evaluation Criteria

All proposals are reviewed by the Conference Workshop Committee on the following criteria:

- Relationship to the conference theme;
- Timeliness of the topic;
- Learning outcomes; and
- Experience of the presenter(s).

Notification of Results

Lead presenters will receive the Conference Workshop Committee's decision by **August 8, 2003**. The Missouri Division of Workforce Development regrets that not all proposals can be accepted due to the limited space and time available.

If Your Presentation is Selected

- All presenters are responsible for their own travel and hotel expenses.
- The lead presenter will receive a complimentary conference registration valued at \$150, that includes access to all conference activities, meals and workshops.
- All presenters are required to bring at least 100 sets of handouts.

Meeting Rooms and Audio Visual Equipment

Meeting rooms are set theater style with a podium and microphone. Complimentary audio visual equipment will be provided. If you request an LCD projector, you must provide your own laptop computer.

Hotel Information

Tan-Tar-A Resort will host the Conference. To receive the special discounted room rate of \$85.49, call Tan-Tar-A directly at 800.826.8272. Please mention the *21st Annual Governor's Conference on Workforce Development* to be included in the conference room block. The discounted rates are guaranteed through **September 8, 2003**.

Tan-Tar-A Resort
State Road KK
PO Box 188TT
Osage Beach, MO 65065
www.tan-tar-a.com

Contact Information

For additional information or assistance with this Call for Presentations/Bid Request, please contact Sue Sieg at ssieg@wfd.state.mo.us or 573.751.3106.

Deadline for Submission: July 28, 2003



Presentation Proposal/Bid Request

Deadline for Submission:
July 28, 2003

Type of Presentation

☐ Workshop (1 Hour)

☐ Super Session (1 Hour & 15 Minutes)

Focus Area

☐ Employment & Staff Training Issues

☐ Workforce Investment Board Issues

☐ Business & Economic Issues

Do you require a fee for your presentation?

☐ No

☐ Yes, fee amount _____

Does your fee include travel? ☐ Yes ☐ No

Audiovisual Equipment

☐ Podium

☐ Microphone

☐ Flipchart

☐ Overhead Projector

☐ In Focus Machine

☐ VCR with Color Monitor

☐ Other _____

Presentation Title

Presentation Description

On a separate sheet, please type what you would like to appear in the Conference Program.
We reserve the right to edit copy.

Biographies

Please attach bios [150 words or fewer] for all presenters.

The lead presenter will serve as the primary contact. The primary contact is responsible for notifying any co-presenter(s) of the proposal status and other pertinent information.

Lead Presenter

Principal Contact: _____

Title / Department: _____

Institution / Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

E-mail: _____

Co-Presenter

Principal Contact: _____

Title / Department: _____

Institution / Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

E-mail: _____

Please complete and return to Sue Sieg via:

Fax at: 573.526.8204

or

Mail to: Missouri Division of Workforce Development
Attn: Workforce Development Conference
P.O. Box 1087
Jefferson City, MO 65102-1087